

**SUSSEX COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
MEETING MINUTES
MARCH 9, 2023**

There were 25 members/guests in attendance.

Charles Stevenson	Sussex County LEPC
Kelly Kruger	Sussex County, EOC
Steven Phillips	DEMA
Tara Chambers	DNREC
Chris Mitchell	NRG
Brandon Olenik	Kent County, LEPC
Mindy Anthony	DNREC
Andrew Jones	Dentsply
Mark Dolan	DNREC
Anuj Kumar	DNREC
Nicholas Butler	DNREC
Frank Cruice	Perdue
Glenn Marshall	SCEMS
Omar Jackson	ICP Group
Georgina Harris-Sharpe	DEMA
Jim Atkins	Bayhealth
Michael Kaupa	Mountaire
Bill Davis	DNREC
Bob Shinholt	ALOFT
Wayne Vogel	DPH
Bryan Walton	Delmarva Two-Way
Milt Warren	Delmarva Two-Way
John Thielemann	Sharp
Trenton Kuhn	Kenwood
Ed Milano	JVC Kenwood

Chairman Stevenson called the meeting to order at 10:00 a.m.

The minutes of the January 12, 2023, meeting was approved.

Chairman Stevenson compiled the meeting attendance list.

REPORTS-

-DNREC-EPCRA- Bill Davis-

EPCRA Reporting Program LEPC Report – March 2023

1. EPCRA Reporting Virtual Workshops

DNREC hosted four workshops in January for reporting facilities. The workshops covered both the regulatory background and the online reporting software, with specific emphasis on Tier II Reports due March 1st. 214 people attended throughout January, and post-event surveys indicate that they were well received. Videos of the workshops, as well as the presentations, are posted on DNREC's EPCRA webpage.

[RY2022 Reporting Status](#)

Below are the Tier II Reports for 2022 (that were due March 1, 2023) that have been submitted through the online *Tier II Manager*[™] System. The numbers presented below are approximate as facilities have determined their own LEPC designation, and these determinations have not been verified by each LEPC. LEPCs can access and view the reports through the T2M system.

**Table-1. RY2022 Submitted EPCRA 312 (Tier II) Reports
(LEPC designation reported by Facility)**

Current 3/06/2023 RY 2022	1 Year Ago 3/03/2022 RY2020	Note that status of facilities may change
2566	2459	State Total
919	899	Sussex
521	503	Kent
983	917	New Castle
143	140	Wilmington

Data via T2M *Advanced Reports*

Table-2. Active Facilities in the T2M Database

Current 3/6/2023	Facilities 302 EHS>TPQ	Note that new facilities may not have submitted a RY22 Tier II, or old facilities may be missing in RY22.
2692	286	State Total
981	58	Sussex
537	52	Kent
1017	151	New Castle
157	25	Wilmington

Data via T2M *Facilities tab*

Table-3. Fee Payments

2023 Calendar Year Total Receipts	Note that a facility may have more than one invoice due to <i>revisions</i> that affect fees.
1732	Number of facilities that pay fees
664 government 80 non-profit	Fee Exempt Facilities
\$460,145	Fees Paid

Data via T2M *List Invoices,*

Recent Reports & New Facilities

Table-4. Changes Since Last LEPC Meeting

New Facilities ¹	302 Submittals	311 Submittals	312 Updates	312 Revisions	312 Annuals Due 3/1/23	
55	4	14	NA	157	256	State Total
28	0	3	NA	36	919	Sussex
4	3	3	NA	37	521	Kent
21	1	7	NA	75	983	New Castle
2	0	1	NA	9	143	Wilmington

¹ *New Facilities* are those that have been created within *TierIIManager™* and may not have submitted a 312-Annual report yet; therefore, the number of *New Facilities* will not match the number of reports.

-DEMA UPDATES- Steven Phillips

SERC Report

- NASTTPO Workshop is April 17-19 in Salt Lake City. National SERC Meeting will occur on April 17.
- The next Planning & Training Committee meeting is on May 18.
- The next Quarterly SERC meeting is on June 14.

HMEP Report

- Currently in Year 1 of the HMEP three-year grant period. \$199,941.00 Total Grant Amount for Year 1. \$22,786.01 spent as of March 5.
- HMEP Subgrantee Quarterly Reports will be requested on April 3 with a return date of April 14.
- The HMEP Year 2 Continuing Application was approved by the SERC. The Application will be sent to PHMSA ahead of their March 24 deadline. Year 2 typically opens on October 1.
- PHMSA will be conducting an HMEP Desk Review for Delaware during the last week of April.

DEMA Report

- A quarterly REP drill was held on March 8. The next quarterly drill will be on May 10, starting in the evening.
- An evening REP siren test will occur on April 4. Can be expected to sound around 7:20 PM with the EAS Message to follow at around 7:28 PM.
- A Potassium Iodide (KI) Distribution event is scheduled for April 20 from 12:00 PM to 7:00 PM at Volunteer Hose Company of Middletown

SCEMS-Glen Marshall-

Glenn discussed the confined space/high angle rescue incident that occurred at Thorogoods Concrete in Dagsboro. On April 11th, 2023, an after-action meeting will be held at Delaware State Fire School in Georgetown.

DECON Trailer Updates-

No Updates

Kent County LEPC-Brandon Olenik-

The next scheduled Kent County LEPC meeting will be held on Wednesday, March 14th, 2023, at the Kent County Public Safety Building in Dover.

New Castle County LEPC-Dave Irwin-

The next scheduled New Castle County LEPC meeting will be held on Monday, March 13th, 2023, at Delaware State Fire School- New Castle Division. The Hazmat Workshop schedule and sign up will soon be coming out.

Wilmington LEPC- Willie Patrick-

No Report

Mark Dolan-DNREC

No report

Wayne Vogel-DPH-

DPH Briefing LEPC Meeting – March 2023

- Dr. Rick Hong continues as the Acting Director of the Division of Public Health
- Diane Hainsworth has been selected to serve as Chief of the Emergency Medical Services and Preparedness Section. Diane joined DPH in 2005 as the Training Administrator in the Office of Emergency Medical Services. She later was promoted to serve as the Statewide Paramedic Administrator

and in 2011 was selected as the Director of the Office of Emergency Medical Services, where she has been integral in the daily operations of the EMS and Preparedness Section and played a critical role in the DPH response to the COVID pandemic.

- The Delaware Division of Public Health (DPH) Emergency Medical Services and Preparedness Section (EMSPS), Office of Preparedness held a Hazardous Materials Incident Response Annex (HMIRA) Workshop on Wednesday, February 8, 2023. The event was attended by twenty-one individuals from six organizations that have a role in hazardous materials (hazmat) incidents in Delaware. The plan is designed to outline the roles and responsibilities of DPH when responding to hazmat incidents in support of the Delaware Department of Natural Resources and Environmental Control (DNREC). The workshop was held to not only test the HMIRA through a tabletop exercise (TTX) but share organizational capacity and capabilities among hazmat incident response agencies. Gaps within the HMIRA were to be identified so the plan can reflect the most current information, as well as the current procedures that DPH will take during a hazmat incident response.
- DPH Office of Emergency Medical Services will conduct a Radiological Medical surge annex workshop on May 4 with a TTX exercise planned for June 1.
- State Health Operations Center (SHOC) remains at Level 2 for COVID-19 (US Public Health Emergency expected to end May 11, 2023)

Sussex County LEPC-Chip Stevenson-

- Attended the SCEMS Hazmat Team training on February 8th.
- Attended the SERC Information & Technology meeting on February 9th.
- Attended the SERC Planning & Training Committee meeting on February 16th.
- Attended the SERC meeting on March 8th.
- Participated in a facility training planning meeting at Trinity Logistics in Seaford on March 1st.

-PRESENTATIONS-

Bryan Walton and Milt Warren of Delmarva Two Way Radio. As well as representatives from Kenwood Provided a presentation of new available products as well as information on the future of the P25 systems.

NEXT MEETING- Thursday, May 11, 2023, 10 A.M.-Sussex County Emergency Operations Center, 21911 Rudder Lane, Georgetown, DE.